THE PUBLIC SCHOOLS METUCHEN, NEW JERSEY

TUESDAY, SEPTEMBER 12, 2023

MEETING MINUTES of the Metuchen Board of Education

Metuchen High School 400 Grove Avenue Metuchen, NJ 08840

1. Call to Order

2. Flag Salute

3. Notice of Meeting

I hereby make this statement to indicate compliance with the Open Public Meetings Act known as Chapter 231 of the Public Laws of New Jersey, 1975, which became effective 90 days after enactment, January 19, 1976.

Notice of this meeting was given by providing the location, time and date of this meeting, and posting of the same on the front door of the Board of Education offices, by delivering copies to the Borough Hall and the Metuchen Public Library, The Home News and Tribune, The Criterion Sentinel, The Star Ledger, and by filing a copy with the Borough Clerk as prescribed by this law.

4. Roll Call

Mr. Benderly	Р	Dr. Johnson-Marcus	Р
Ms. Cook	Р	Ms. Killean	Р
Mr. Derflinger	Р	Mr. Lifton	Р
Ms. Dimbeng	Р	Dr. Spigner	Р
Mr. Glassberg	Р	Mr. Suss	Р

5. Showcase of Success

- ◆ Introduction of New Teachers The new teachers came and gave introductions.
- New Student Representative Madison Dimbeng was welcomed.

6. Meeting Open to the Public (for any topic) -None

7. Presentations

SEL Presentation - Mr. Cohen gave his presentation. The Board made comments and asked questions.

✤ District Goals - Dr. Caputo gave his presentation. The Board made comments and asked questions.

8. Reports

- President's Report No official report but expressed his sorrow over the anniversary of 9/11.
- Superintendent's Report None
- Committee Reports

Mr. Derfligner gave a report on the Curriculum Committee.Dr. Johnson-Marcus gave a report on the Equity Committee.Ms. Killean gave a report on the Extra-curricular/Athletics Committee.Mr. Suss gave a report on the Finance/Facilities Committee.

9. Old Business - None

10. New Business - None

11. Approval of Minutes of the Board of Education Meetings

August 22, 2023	Special Business Meeting (1)
August 22, 2023	Special Business Meeting (2)
August 22, 2023	Board Meeting
August 22, 2023	Executive Session

Mr. Lifton motioned. Mr. Glassberg seconded. Motion carried 6-0-3. Mr. Derflinger, Dr. Spigner and Mr. Suss all abstained.

12. Meeting Open to the Public (for any topic) - None

13. Recommendations of the Superintendent of Schools

(at this time the Board will take formal action on the following items – see attachments) Often times it may appear to members of our audience that the Board of Education takes action with very little comment and in many cases a unanimous vote. Before a matter is placed on the agenda at a public meeting, the administration has thoroughly reviewed the matter with the Superintendent of Schools. If the Superintendent is satisfied that the matter is ready to be presented to the Board of Education, it is then referred to the appropriate board committee. The members of the board committee work with administration and the Superintendent to assure that the members fully understand the matter. When the committee is satisfied with the matter, it is presented to the Board of Education for discussion before any final action is taken. Only then, is it placed on the agenda for action at a public meeting.

A. PERSONNEL Motion/Second/Comments/Roll Call

1. Edgar Clubs and Co-Curricular Activities - Rescind and Approve

Move to rescind and approve the following Edgar Middle School co-curricular stipends for the co-curricular activities for the 2023-2024 school year as listed (Agenda 08/22/2023 Section 13 A9):

Name	Position	Stipend
Rescind:		
Audra Smith	Spanish Club (B) .5	\$674.50
Raquel Williams	Spanish Club (B) .5	\$674.50
Approve:		
Raquel Williams	Spanish Club (B)	\$1349

2. Medical Leave of Absence - Extension

Move to approve the extended medical leave of absence end date for Kerry Blaze, Social Studies Teacher at Metuchen High School, through approximately November 13, 2023 (Agenda 08/22/2023, Section 13, A28).

3. Appointment - Leave Replacement

Move to approve the appointment of Shannon Desch, Leave Replacement for Kerry Blaze, Social Studies Teacher at Metuchen High School, for the 2023-2024 school year, at a rate of \$301.49/day, effective August 31, 2023 through approximately November 13, 2023.

4. Maternity/Child Care Leave of Absence - Certificated Staff

Move to approve the maternity/child care leave of absence of Jessica Gesumaria, English Teacher at Metuchen High School, from approximately January 24, 2024 through approximately May 1, 2024.

5. Retirement - Certificated Staff

Move to accept, with regret, the retirement of Michael Molfetto, Paraprofessional at Metuchen High School, effective August 22, 2023.

6. Resignation- Certificated Staff

Move to accept the resignation of Stacy Winters, Mathematics Teacher at Metuchen High School, effective October 20, 2023, or earlier if a replacement is hired.

7. Resignation- Certificated Staff

Move to accept the resignation of Kathy Thomas, Science ICR Teacher at Edgar Middle School, effective October 29, 2023, or earlier if a replacement is hired.

8. Family Leave of Absence - Certificated Staff

Move to approve the family leave of absence of Ann Leghorn-Orapallo, Reading Specialist at Metuchen High School, from January 2, 2024 through March 25, 2024.

9. Salary Adjustment - Certificated Staff

Move to approve a change in base salary for Vincent Signorile, Campbell School Teacher, from Step 2D, \$58,707/year, to Step 3D, \$60,139/year, as a result of him earning his Master's Degree, effective September 1, 2023.

10. Appointment - Additional Substitutes

Move to approve the appointment of the additional substitutes for the 2023-2024 school year on the attached chart, effective September 5, 2023, pending completion of substitute training and criminal history clearance (Agenda 08/22/2023, Section 13, A11).

11. Appointment - Paraprofessional

Move to approve the appointment of Poonam Pujara, Paraprofessional at Campbell Elementary School, for the 2023-2024 school year, at a salary of \$23,127/year, prorated, effective approximately September 13, 2023 through June 30, 2024, pending criminal history clearance.

12. Instructional and Non-Instructional Stipends

Move to approve the instructional and non-instructional stipends of the following teachers for the 2023-2024 SY:

Edgar Middle School				
Name	Assignment	Non-instructional Stipend	Total	
John Butler	School Parking Lot Assistant	0.67 non-instructional stipend	\$4523	

Alicia Haller	School Parking Lot Assistant	0.67 non-instructional stipend	\$4523		
Ed Albanese School Parking Lot Assistant 0.25 non-instructional stipend					
Metuchen High School					
Name Assignment Instructional Stipend					
Bill Latta	Special Ed/Math	1.0 instructional Stipend	\$8400		

13. Supplemental Intervention Services

Move to approve the following certified staff to provide supplemental intervention services for the 2023-2024 school year at the hourly rate of \$49/hour (ESSER funded):

Andrea Agnone	Lauren Thompson	Lindsay Kaye	Julie Anderson
Ann Leghorn	Veronica Araneo	Rebecca Dwyer	Samantha Murphy
Isabella Massaro			

14. Appointment - Home Instruction

Move to approve the following personnel for Home Instruction for the 2023-2024 school year, as needed, at a rate of \$60/hour, pending criminal history clearance:

Leah Horesh	Jean Gilbert
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15. Informal Mentor Teacher Assignment

Move to approve the following additional informal mentor assignment for the 2023-2024 school year, to be paid at a rate of \$49/hour, not to exceed six hours (Agenda 8/8/23, Section 13 A12):

New Teacher	School	Mentors	
Joelle Williams	Moss	Katie Upshaw	

16. Medical Leave of Absence Extension - Custodian

Move to approve the extension of the medical leave of absence of Mark Cooper, Custodian at Campbell School, through approximately September 25, 2023 (Agenda 7/18/23, Section 13 A23).

17. Mentor Teachers - New Teacher Academy

Move to approve the following mentors to work with new teachers at the New Teacher Academy, August 28, 2023 to September 1, 2023, to be paid at a rate of \$49/hour, not to exceed six hours:

Adam Levy	Rick Carter	Ken Smith
Katie Upshaw	Kelsee Young	Charmane Montgomery

18. Appointment - Certificated Staff

Move to approve the appointment of Sean Rappleyea, Math Teacher at Metuchen High School, for the 2023-2024 school year, at a salary of \$60,200/year, Step 1G, prorated, effective approximately October 16, 2023 (or earlier if released from current district) through June 30, 2024.

19. Resignation - Paraprofessional

Move to accept the resignation of Chelsea Coxon, Paraprofessional at Moss School, effective September 8, 2023.

20. Appointment - Zone Staff

Move to approve the following the additional Zone Staff at Edgar Middle School for the 2023-2024 school year.

Paraprofessionals:

Name	Hourly Rate		
Kathi Pearsall	\$23.00		
Ben Hohmann	\$23.00		

Mentors:

Name	Hourly Rate		
Oliver Atkins (MHS)	\$16.00		
Nicole Bellows	\$16.00		

Mr. Lifton motioned. Mr. Derflinger seconded. Motion carried 9-0-0 for items 1-9 and items 11-20. Motion carried 8-0-1 for item 10. Mr. Lifton abstained.

Dr. Caputo wished Michael Malfetto a happy and healthy retirement.

-----end of personnel section-----

B. FINANCE

Motion/Second/Comments/Roll Call

1. Resolution

Move to approve the James Stronge observation and evaluation system for the 2023-2024 school year.

2. ESCNJ Authorization

Move to authorize the Educational Services Commission of New Jersey to conference, discuss and solicit input in the development of the nursing services contract document for the 2023-2024 school year, which provides nursing services to the following non-public schools located in the Metuchen School District: Edgar Learning Center, Apple Montessori, St. Joseph High School, Metuchen Christian Academy and St. Francis Cathedral.

3. Appointment-Balanced Literacy Coach

Move to approve BDO, Deanne Opatosky, as ESSA Balanced Literacy Coach for the 2023-2024 school year using ESSA Title IIA funds not to exceed \$27,795.

4. Appointment - Mental Health Coach

Move to approve School Wellbeing Solutions, Martin Blank, as Coping Skills Trainer for the 2023-2024 school year using ESSER III Accelerated Learning Coaching and Educator Support Grant funds not to exceed \$25,000.

5. Professional Development

Move to approve the following professional development activities as shown on the following chart:

Start Date	End Date	Activity Title	Name	Building	Approved		FFPI Proposal #
9/13/ 2023	- / /	Fifth Annual NGSS/NJSLS Science	Cohen, Richard	Central Office	0	No cost	

10/13/ 10/13/ 10/13/ 10/13/ 2023 10/13/ 2023 NJSCA-Fall conference Campbell, Lauren Edgar \$199 FFPI 24-018 10/17/ 10/17/ 10/17/ 10/17/ 2023 2023 NJ science convention Wang, Jingjing MHS \$230 FFPI 24-018 10/18/ 10/18/ New Jersey Science 2023 2023 Convention Ronk, Edward Edgar \$194.40 FFPI 24-017					1	1		
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2023		Symposium	Kurtin, Ilana	Office	\$50	Other	
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		Leave Happy: Strategies					
		to build relationships and					
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2023	2023	classroom community	Cermak, Danielle	MHS	\$219.86	FFPI	24-019
		Art Educators of New					
		Jersey Annual					
10/30/	10/31/	Conference 2023: Making					
2023		the Invisible Visible	Murphy, Kelly	MHS	\$285	FFPI	24-020
11/5/	11/7/	Character.org 2023					
2023	2023	International Forum	Upshaw, Katherine	Moss	\$1105.5	FFPI	24-022
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2023	2023	International Forum	Herold, Michele	Moss	\$1238.22	FFPI	24-021
11/5/	11/7	Character.org		Central			
2023		International Forum	Cohen, Richard	Office	\$197.50	Other	
11/17/	11/17/	Using AI Tools to Increase					
2023		Science Learning	Ronk, Edward	Edgar	\$279	FFPI	24-029
3/11/		The Intersection of					
2024		Reading and Writing	Jeney, Meghan	Campbell	0	No cost	
		AIM's 12th Annual					
3/11/	3/11/	Research to Practice					
2024	, ,	Symposium	Bormann, Kristina	Campbell	0	No cost	

6. Nonpublic Technology Aid

Move to approve the following nonpublic technology aid for the 2023-2024 school year. These expenditures are required for the district to fulfill certain legal obligations under state legislation to administer federal or state funds provided to nonpublic schools within our jurisdiction:

School	Vendor	QTY	Item #	Description	Price	Total
St. Joseph High				Dell C7520QT 75" 4K-20pt.		
School	CDW-G	5	5539074	Touch IPS glass monitor	\$3,323.80	\$16,619.00
				Chief Fusion Large		
St. Joseph High				Adjustable Mobile TV Cart		
School	CDW-G	5	2819857	42-86" silver	\$1,172.62	\$5,863.10

7. Technology Equipment Disposal

Move to approve the disposal of the technology equipment as shown on the attached list.

Mr. Suss motioned. Ms. Cook seconded. Motion carried 9-0-0.

-----end of finance section-----

C. POLICY

Motion/Second/Comments/Roll Call

1. Appointment - Student Board of Education Member Representative

Move to approve Madison Dimbeng as the Metuchen High School Student Board of Education Representative for the 2023-2024 school year.

Ms. Cook motioned. Dr. Johnson-Marcus seconded. Motion carried 9-0-0.

-----end of policy section-----

D. CURRICULUM Motion/Second/Comments/Roll Call

1. Field Trips

Move to approve the following field trips for students in the Metuchen School District as shown:

School	Destination	Class/Group/ Purpose	Teachers/ Advisors	Date(s)	No. Of Students	Board Cost- Transportation	Number of Subs Needed.
		12th Grade; Safety					
		Ambassadors will					
		attend the Safety					
		Summit Training					
		event, hosted by Robert Wood					
		Johnson Safety					
		Ambassador					
		Program. SAs					
		prepare to teach					
		safety lessons to 1st					
		graders at Campbell	Danielle				
MHS	The Imperia	Elementary.	Cermak	10/5/2023	8	\$130	1 sub
		Grades 9-12;					1 0000
		Puccini opera in					
		Italian. Professional					
		Opera house					
		rehearsal-see					
		workings of final					
		dress rehearsal and					
		professional					
		performances-					
		students will					
		observe and critique					
		opera's style,					
		cultural importance,					
		performance and					
		rehearsal practices.					
		THERE IS A					
		OPPORTUNITY TO					
		TALK WITH					
		MEMBERS OF THE					
		ORCHESTRA AND	Stefeny Stofa-				
		CAST AT THE END	Krombholz				
MIIO	Mationa	OF THE	Linda	10/0/0000		ф.	0 1
MHS	Met Opera	PERFORMANCE	Wisnewski	10/6/2023	30	\$0	2 subs

		Grade 9-12;					
		Members of the					
		MHS Outdoor					
		Wellness Club will					
		participate in a 6					
		mile hike on the					
		Appalachian trail.					
		Students will enjoy					
		lots of fall foliage					
		views hiking the					
		Appalachian trail					
		from Sunrise					
		Mountain to Culver					
		Fire tower and					
		Culver's Gap. By the					
		end of this hike,					
		students will be able					
		to explain and					
		adhere to basic trail					
		safety guidelines,					
		including proper					
		footwear, staying on					
		designated trails,					
		being aware of					
		potential hazards,					
		and following group					
		hiking protocols.					
		Students will be					
		able to reflect on					
		their hiking					
		experience,					
		identifying					
		challenges they	Anna Girin,				
		overcame, skills	Danielle				
		they developed, and	Cermak,				
	Sunrise	personal insights	Nickolas				
	Mountain and	gained from the	Vosinas and				no subs
MHS	Culvers Gap	experience.	Lindsay Nalepa	10/21/2023	40	TBD	needed
	- all old dup	Grades 9-12; This	u				
		date will be the					
		dress rehearsal for					
		our performance					
		with the Rowan					
		University					
		Orchestra the					
		following day. This					
		will serve as our					
		only rehearsal					
		alongside the					
		Rowan University					
	Rowan	Orchestra prior to	Christopher				no subs
MHS	University	the performance.	McEwan	10/23/2023	20	\$200	needed

		Grades 9-12;					
		Students from the					
		MHS Orchestra will					
		provide music for					
		the Campbell					
		Halloween Parade.					
		MHS students					
		spend September					
		and October					
		preparing music for					
		the parade, and					
		upperclassmen get	Christopher				
		experience	McEwan, John				
	Campbell	conducting and	Messenger,				
	Elementary	leading rehearsals	Jordyn				
MHS	School	on certain songs.	Gallagher	10/31/2023	50	\$50	1 sub
		Grade 9-12;					
		Footlighter students					
		will have an					
		additional					
		opportunity to see a					
		professional					
		production of a play					
		("Having our Say" by					
		Emily Mann).					
		"Having Our Say"					
		follows the lives of					
		two					
		African-American					
		sisters who live to					
		be 100 years-old.					
		They share their					
		experiences as the					
		daughters of a slave					
		(who later becomes					
		a professor), as they					
		establish their					
		careers, and					
		integrate a NY					
		suburb. The George					
		Street Playhouse					
		produces student					
		matinee					
		performances,					
		which are followed					
		by a talk-back with					
		actors, director, and					
		producer, during					
		which students are					
		able to ask					
		questions of both					
		art and craft, and to learn about the	Looguolere				
		process of mounting	Jacquelyn Jacobi, Stefeny				
	George Street	a professional	Krombholz, &				
MHS	Playhouse	production.	Amanda Shorr	12/13/2023	15	\$130	3 subs
	II IayIIUuse	Iproduction.	runanua Shori	12/13/2023	13	ψιου	Josubs

Edgar Grade 8: Students in the 8th grade guiar class will perform for the Moss School students. This will give the guiar students a chance to showcase the skills and techniques they have been working on during the semester class. This will also give the kindergarten students a chance to watch a live no sub- performance of the instruments we students a chance to watch a live Edgar Moss School Crade 9-12: The Metuben High School Band performance of the instruments we study in music class. Jordyn Gallagher 12/15/2023 25 \$60 Edgar Moss School Gallagher 12/15/2023 25 \$60 Edgar Moss School Gallagher 12/15/2023 25 \$60 Edgar Moss School Crades 9-12: The Metuben High School Band program will present a winter music concert for all grade levels of Campbell School. The purpose of the concert is to teach the students about the instruments within the band cnsembles along with previewing performance opportunities for each of the students when they get to the high school. These performances performance								
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music community								
			from the elementary					
to high school								
levels. While serving								
as a recruitment								
strategy, the John								
performance is an Messenger,								
Campbell age long tradition all John Flynn,								
			staff and students					no subs
MHS School enjoy. Gallagher 12/21/2023 75 \$140 needed	MHS	School	enjoy.	Gallagher	12/21/2023	75	\$140	needed

		Grades 9-12;					
		Rehearse for and					
		Perform in a concert					
		at Carnegie Hall-					
		40th Anniversary of					
		Rutter performing					
		with at					
				1/5/0000			
		Misconducted by		1/5/2023 -			
		John Rutter. Piece		10am-1pm;			
		of music to perform,					
		is the Rutter		1/6/2023-			
		Magnificat Festival		2pm-5pm;			
	Continuo Arts	Chorus of 200 high					
	Conservatory,	school singers from		1/7/2023-			
	Summit, New		Stefeny Stofa-	8:45am -			
MHS	Jersey	area	Krombholz	4:30pm	20	\$705	2 subs
- WILLS	UCISCY	Grade 9-12;	KIOIIIDIIDIZ	+.50pm	20	φ705	2 3003
		Students use					
		technology to show					
		kindergarten					
		students how 21st					
		century musicians					
		use tech to create					
		and represent ideas					
		and stories in					
		music. We study the					
		Carnival of the		1/19/2024			
		Animals by Camille		(SNOW			
		Saint Saens to	Stefeny Stofa-	DATE			
MUC	Mara Calaat				00	фго	11-
MHS	Moss School	illustrate our ideas.	Krombholz	1/26/24)	20	\$50	1 sub
		Grade 8; 8th grade					
		orchestra students					
		will travel to MHS to					
		observe and play					
		alongside the MHS					
		Orchestra. Since					
		Orchestra functions					
		in a different way					
		between the two					
		schools, this is an					
		opportunity to see					
		how the group					
		functions, interact					
		with the MHS					
		musicians, and see					
		what they can					
		expect the following					
		year in the high					
	Metuchen High		Christopher				no subs
MHS	School	class.	McEwan	2/2/2024	24	\$50	needed
	0011001	01000.	111012 11 1111	4/4/404 f	<u>4</u> 1	μ	meeueu

		Grades 9-12;					
		Students will see					
		the New York					
		Philharmonic					
		perform Strauss's					
		master work "An					
		Alpine Symphony."					
		Students will be					
		exposed to the					
		music ahead of time					
		during class, and					
		will have an					
		understanding of					
		the meaning of the					
		piece as they watch					
		it performed live.					
		Students will see					
		professionals at the					
		height of their					
		profession	John				
		performing on the	Messenger,				
	David Geffen	same instruments	Jordyn				
	hall, Lincoln	they play during	Gallagher,				no subs
MHS	Center	class.	Ashley Jaye	2/8/2024	37	\$0	needed
- WITIS	Center	Grade 9-12;	Asincy Dayc	2/0/2024	57	ψυ	necucu
		Students will					
		present music					
		composed and					
		arranged in the					
		Carnival of the					
		Animals Project to					
		classmates and	Stefeny Stofa-				
MHS	Moss School	parents.	Krombholz	2/9/2024	20	\$60	1 sub
		Grade 8; Students					
		in the guitar class					
		will perform for the					
		Moss School					
		students. This will					
		give the guitar					
		students a chance					
		to showcase the					
		skills and					
		techniques they					
		have been working					
		on during the					
		semester class. This					
		will also give the					
		kindergarten					
		students a chance					
		to watch a live					
		performance of the					
		instruments we	Taudaa				
D 1		study in music class		4.00.000	05		no subs
Edgar	Moss School	every Friday.	Gallagher	4/26/2024	25	\$60	needed

· · · · · · · · · · · · · · · · · · ·							
		Grades 5-8; This					
		field trip will allow					
		the students who					
		are in the Edgar					
		Advanced					
		Orchestras a					
		performance					
		opportunity to					
		showcase the skills					
		and advanced					
		repertoire they have					
		been working on					
		throughout the					
		school year. This					
		will also give the					
		kindergarten					
		students a chance					
		to watch a live		5/17/2024			
		performance of the		Times:			
		instruments they		9:30am-10:			no subs
				30am			needed
		have been learning	To undered				
Educa	Mana Calaat	about in their music		12:30pm-1:	00.00	¢40, ¢40	no subs
Edgar	Moss School	class.	Gallagher	30pm	20 20	\$40 \$40	needed
		Grade 8; Students					
		will be able to					
		communicate					
		effectively using					
		math and science					
		concepts. Students					
		will understand and					
		apply the forces and					
		laws of movement	Danielle				
		using real-world	Kennedy,				
		situations (velocity,	Lauren Scala,				
		distance, time,	Barbara King,				
		Newton's Laws of	Alyssa Dugasz,				
		Motions, etc) as	Richard Stoner,				
		well as calculating	Ed Ronk,				
	Six Flags,	costs of admission,	Rachel DiVanno				6
	Jackson, New	food and souvenir	(and others who				subs(appr
Edgar	Jersey	costs.	volunteer)	5/23/2024	200	\$0	oximately)

2. Work Based Experience

Move to approve Work Based Learning Experiences for students in the Metuchen Internship Learning Experience classes at MHS for the 2023-2024 SY.

3. 2023 New Teacher Academy Workshop

Move to approve Evan Robbins as a Presenter for New Teacher Academy Workshop at Edgar Middle School, at a rate of \$49/hour, not to exceed 2 hours (Agenda 8/08/2023, Section 13, A24).

4. Curriculum Documents

Move to approve the following curriculum documents for the following subjects:

Curriculum Documents						
Subject	Grade					
PE	5					
PE	6					
PE	7					
PE	8					

5. Appointment - Multilingual Learner Trainer

Move to approve Guzman Educational Consultants, Alex Guzman, as the Multilingual Learner Trainer for the 2023-2024 school year using Title III Immigrant funds not to exceed \$5,537.

Mr. Derflinger motioned. Dr. Spigner seconded. Motion carried 9-0-0.

-----end of curriculum section-----

- 14. Meeting Open to Public (for any topic) None
- 15. Announcements Dr. Spigner made announcements.
- **16.** Motion to Go Into Executive Session (when applicable)

Resolution to Close Meeting

BE IT RESOLVED, pursuant to the Sunshine Act, N.J.S. 10:4-12 and 13, that the Board of Education will now meet in executive session to discuss _______ and that matters discussed will be disclosed to the public as soon as the reason for confidentiality no longer exist.

17. Adjournment

Mr. Lifton motioned to adjourn. Mr. Benderly seconded. All in favor.

Adjournment at 9:31 pm.